

## D: DOWNLOAD RECORD FORMAT FOR ADDRESSES

This appendix contains the record format that provides the specifications for downloading FIRG data to the states. Type A is alphabetic, Type N is numeric, and Type A/N is alphanumeric.

CHART D-1: DOWNLOADING FIRG DATA TO THE STATES				
Label Fields	Position in Record	Length	Type	Description
Address Type 1	1-3	3	A	Type of Address STA – State LOC – County/Local FED – Federal INT – International
Address Type 2	4-6	3	A	Type of Address <u>Address Type 1 LOC</u> COL – Collection RES – Responding AGO – Attorney General CHC – Chancery Court CLC – Clerk of the Court CTC – Circuit Court DAO – District Attorney DTC – District Court FAC – Family Court FCC – Family Court Commissioner FRC – Friends of the Court JDR – Juvenile and Domestic Relations Court PAO – Prosecuting Attorney SPO – State Prosecutor SUP – Superior Court TLC – Tribal Court CON – Child Support Office I CTW – Child Support Office II CTH – Child Support Office III CFO – Child Support Office IV CFV – Child Support Office V CSX – Child Support Office VI CSV – Child Support Office VII CET – Child Support Office VIII CNN – Child Support Office IX CTN – Child Support Office X CEL – Child Support Office XI CTV – Child Support Office XII

CHART D-1: DOWNLOADING FIRG DATA TO THE STATES				
Label Fields	Position in Record	Length	Type	Description
				CTR – Child Support Office XIII CFR – Child Support Office XIV CFT – Child Support Office XV CST – Child Support Office XVI CSE – Child Support office XVII CEI – Child Support Office XVIII CNI – Child Support Office XIX CTY – Child Support Office XX <b><u>Address Type 1 STA</u></b> AIP – Automated Interstate Case Payment Requests AIS – Automated Interstate Case Status Requests BVS – Bureau of Vital Statistics Contact CDC – Collection and Distribution Contact CEJ – Continuing Exclusive Jurisdiction Contact CNT – CSENet Contact COC – Copy of Order Contact CRG – Central Registry Contact EAC – Employer Assistance Contact EFT – Electronic Funds Transfer Contact (EFT) FDM – Financial Institution Data Match Contact EIW – Employer Income Withholding Contact GCL – Guideline Calculations Contact GTI – Genetic Testing and Interstate Teleconferencing Contact IPC – Interstate Policy Contact IRG – Interstate Roster and Referral Guide Contact IVD – State IV-D Director NVD – Non IV- D Contact NHR – New Hire Reporting Contact PAD – Passport Denial Contact PAF – Paternity Acknowledgement Forms Contact

CHART D-1: DOWNLOADING FIRG DATA TO THE STATES				
Label Fields	Position in Record	Length	Type	Description
				PAT – Paternity Acknowledgement Copies Contact PFR – Putative Father Registry PRC – Privatization Contact PRW – PRWORA-Administrative Policies, Procedures Contact PYR – Payment Records Contact SDU – State Disbursement Unit SLA – State Long Arm Statute and Process Contact SLC – State Lien Contact SPA – State Paternity Acknowledgement Hospital Contact SPC – Service of Process Contact SPL – State Parent Locator Service TOC – Tax Offset Coordinator UCW – Unemployment Compensation WCW – Workers Compensation Withholding RON – Regional Office I RTW – Regional Office II RTH – Regional Office III RFO – Regional Office IV RFV – Regional Office V RSX – Regional Office VI RSV – Regional Office VII RET – Regional Office VIII RNN – Regional Office IX RTN – Regional Office X <b><u>Address Type 1 FED</u></b> CEN – OCSE Central Office REG – OCSE Region <b><u>Address Type 1 INT</u></b> FRC – Foreign Country
State Code or Country	7-8	2	A/N	State, territory code or country (e.g., 04 or RP)
County Code (Local Code) International City or Province	9-11	3	A/N	County FIPS code (e.g., 000) International city or province (e.g., 0D9 or space out the first '0' as a place-holder).

<b>CHART D-1: DOWNLOADING FIRG DATA TO THE STATES</b>				
Label Fields	Position in Record	Length	Type	Description
State Extension Code (Sub Local Code) or International ID	12-13	2	N	Assigned by state (e.g., 00) International ID is zero or space.
Department Name	14-48	35	A	Department name
Title	49-83	35	A	Title
Street Address Line 1	84-118	35	A/N	First line of street address
Street Address Line 2	119-153	35	A/N	Second line of street address
CITY	154-183	30	A	Name of the city
State or Country	184-203	20	A	State abbreviation or country name
ZIP Code	204-212	9	N	U.S. ZIP Code
Area Code	213-215	3	N	Telephone area code
Exchange	216-218	3	N	Telephone exchange
Sequence Number	219-222	4	N	Telephone number
Extension Number	223-227	5	N	Telephone extension
Action Code	228-228	1	A	A – Address added C – Address changed D – Address deleted
Facsimile	229-231	3	N	Facsimile telephone area code
Facsimile Exchange 1	232-234	3	N	Facsimile telephone exchange
Facsimile Sequence Number	235-238	4	N	Facsimile telephone number
Record Date	239-246	8	N	System generated date when record is added, changed or deleted: CCYYMMDD
Filler	247-247	1	A/N	Filler

Notes:

*Downloaded data that is marked as having been “changed” (designated by an Action Code of ‘C’ in the 228<sup>th</sup> position) may not actually appear as changed. Not all data elements are downloaded, and the change may have occurred in one of the data elements that were not downloaded.*